

NOTICE TO PROVIDERS OF PROFESSIONAL SERVICES

PS-17-01-NELHA

In accordance with Section 103D-304, HRS, the Department of Business, Economic Development and Tourism, Natural Energy Laboratory of Hawaii Authority (NELHA), anticipates the need for professional services during the State fiscal year 2017 (July 1, 2016 through June 30, 2017). NELHA seeks the services of qualified firms to provide the following professional services:

1. Archaeology
2. Cultural Monitoring
3. Architecture
4. Landscape Architecture
5. Civil Engineering
6. Mechanical Engineering
7. Structural Engineering
8. Electrical Engineering
9. Environmental Engineering
10. Software Engineering
11. Construction Management
12. Land Surveying
13. Real Property Appraisal
14. Environmental Planning/Services including EA/EIS preparation.
15. Environmental Monitoring

Individuals or firms who wish to be considered for selection must submit the following along with their response by the deadline below:

1. Letter of interest (including an email address for notification of additional advertisements.)
2. DPW Form 120. The DPW Form 120 may be downloaded from <http://hawaii.gov/forms/departments-of-accounting-and-general-services/cip-dpw-120/view> or by faxing your request to (808) 327-9586. Federal Standard Form 330 cannot be substituted.

3. Statement of Qualifications (SOQ) or executive summary highlighting the firm's qualifications, expertise and experience.
4. The names and phone numbers of up to five (5) clients who may be contacted including a minimum of two (2) for whom services were rendered during the preceding year. List the month and year when services were rendered.
5. Statement indicating whether or not your firm has any conflicts of interest in performing services for DAGS and/or the State of Hawaii. List membership on State boards, commissions, etc. For additional information, please refer to the State Ethics Code, Chapter 84, Hawaii Revised Statutes, or go to the Hawaii State Ethics Commission web site at <http://hawaii.gov/ethics/>.
6. Any relevant information on the firm's 1) experience, 2) expertise, and 3) past performance including, but not limited to, quality of work, cost control and ability to meet schedules may be submitted.

Selection of professionals will be made in accordance with Section 103D-304, Hawaii Revised Statutes and Section 3-122-Subchapter 7, Hawaii Administrative Rules, as amended.

The selection criteria employed in descending order of importance shall be:

1. Experience and professional qualifications relevant to the project type.
2. Past performance on projects or similar scope for public agencies or private industry.
3. Capacity to accomplish the work in the required time.
4. Any other criteria as determined by the selection committee to be relevant or necessary.

Individuals or firms shall email a single PDF file of their response to nelha@nelha.org.

The file shall be named "PS-17-01-NELHA_*FirmName*" where *FirmName* is the name of the individual or firm submitting the response. **All responses (emailed PDF files) must be received by 3:30 p.m., Hawaii Standard Time, on August 8, 2016** which shall be based on the email date/time of the PDF transmission. Compact disks or other electronic media will not be considered as a substitute for the email transmission requirement. Any emails received after the deadline shall constitute the response being non-compliant and the response submittal

shall not be considered for any projects conducted under this notice. Individuals or firms shall plan accordingly to ensure their response is received by the deadline, and NELHA will not be responsible for any email delivery failures regardless of reason, including the NELHA server being down.

Internet Posting: FROM: July 8, 2016 TO: August 8, 2016